



**PHILIP MORRIS U.S.A.**

**Inter Office Correspondence**

**TO:** All Department Heads,  
PM Companies

**DATE:** August 31, 1994

**FROM:** Wendy Marin *W.M.*

**SUBJECT:** 1995 VIRGINIA SLIMS BOOK OF DAYS

As many of you know, the Virginia Slims brand will be running the 1995 Book of Days promotion during October of 1994. The promotion will expire February 28, 1995. At that time if there are any remaining books we would like to give Philip Morris employees the opportunity to obtain a free 1995 Book of Days.

If you are interested, please supply the following information:

- Name
- Department/Location
- Phone Number
- Quantity
- Ship to Address

The orders will be processed on a first come first serve basis. No orders will be filled without all the information requested above. If your order can not be fulfilled due to inventory depletion, you will be notified as soon as the program expires.

Please call Maria Pizarro at ext. 3430 (New York Office) with any questions. Thank you.

cc: B. Ferrin  
S. LeVan  
N. Suter

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